

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
E-Mail BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221



"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
DECEMBER 15 – 19, 2014**

MONDAY, DECEMBER 15, 2014

- | | | |
|----------|--|--|
| *3:00 pm | Housing Authority | Room 604, City Hall
100 N. Jefferson Street |
| *3:00 pm | Professional Football Stadium District | MVP Box 4039, Lambeau Field Atrium
1265 Lombardi Avenue |

TUESDAY, DECEMBER 16, 2014

- | | | |
|----------|--|---|
| *5:00 pm | Veterans Recognition Subcommittee – MEETING CANCELLED | Rm 201, Northern Building
305 E. Walnut Street |
|----------|--|---|

WEDNESDAY, DECEMBER 17, 2014

- | | | |
|----------|---|--|
| *8:00 am | Criminal Justice Coordinating Board | Truttman Room, DA's Office
300 E. Walnut Street |
| *6:00 pm | BOARD OF SUPERVISORS – Note Time | Legislative Room 203, City Hall
100 N. Jefferson Street |

THURSDAY, DECEMBER 18, 2014

- | | | |
|----------|-------------------------------|---|
| *9:00 am | Fire Investigation Task Force | Brown County Sheriff's Office
2684 Development Drive |
|----------|-------------------------------|---|

FRIDAY, DECEMBER 19, 2014

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, December 15, 2014, 3:00 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Tom Diedrick—Chair, Ann Hartman—Vice Chair, Sup. Andy Nicholson, Corday Goddard, and Adam DeKeyser

APPROVAL OF MINUTES:

1. Approval of the minutes from the November 17, 2014 meeting of the Brown County Housing Authority.

COMMUNICATIONS:

REPORTS:

OLD BUSINESS:

NEW BUSINESS:

2. Discussion and possible approval to renew NeighborWorks® Green Bay Project Based Voucher Contracts

INFORMATIONAL:

BILLS:

FINANCIAL REPORT:

STAFF REPORT:

3. Date of next meeting: January 19, 2015
4. Date of joint BCHA/ICS Board meeting: tentatively February 16, 2015

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

MONDAY, DECEMBER 15, 2014

3:00 P.M.

1265 LOMBARDI AVENUE
LAMBEAU FIELD ATRIUM – MVP BOX 4039
TAKE ESCALATOR TO FOURTH LEVEL

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – October 29, 2014
6. Sigma Presentation
7. Communications:
 - A. October 30, 2014 Letter to Bay Area Community Council
 - B. Late Communications (if any)
8. Director's Report
9. At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to-wit, negotiation strategy regarding possible support of the following through the District Special Events and Economic Development Fund:
 - Meyer Theatre Funding Request
10. Return to Open Session for Possible Action(s) on Item 9
11. October 2014 Financial Report
12. Consideration of Resolution 104 – Authorizing Approval and Adoption of 2015 Budget
 - Budget Assumptions
 - Highlights (to be provided)
13. Other Matters Authorized by Law
14. Motion to Adjourn

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

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Judge Thomas Walsh

CRIMINAL JUSTICE COORDINATING BOARD

Wednesday, December 17, 2014

8:00 a.m.

**Brown County District Attorney's Office
Truttman Room, First Floor
300 E. Walnut Street
Green Bay, Wisconsin**

1. Call meeting to order.
2. Approve/modify agenda.
3. Approve/modify minutes of September 17, 2014.
4. TAD Grant (David Lasee).
5. System Mapping (David Lasee).
6. Treatment Courts Including Heroin Court (Judge Zuidmulder).
7. Adjourn.

Judge Thomas Walsh, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BOARD OF SUPERVISORS

Brown County



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PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, December 17, 2014 at 6:00 p.m.**, in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

**** PLEASE NOTE TIME ****

**NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON
ANY ITEM ON THE AGENDA**

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

**** Presentation ****

Commendation to Supervisor John Vander Leest

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a) Must be limited to items not on the agenda.
 - b) State name and address for the record.
 - c) Comments will be limited to five minutes.
 - d) The Board's role is to listen and not discuss comments nor take action of those comments at this meeting.
3. **Approval of Minutes of November 19, 2014.**
4. **Announcements of Supervisors.**
5. **Communications:**
 - a) Late Communications.
6. **Appointments:**

County Executive:

 - a) Reappointments of Hallett Harris and Ken Pabich to Solid Waste Management Board.

7. **Reports by:**
 - a) County Executive.
 - b) Board Chairman.
8. **Other Reports:** None.
9. **Standing Committee Reports:**
 - a) Report of Executive Committee of December 8, 2014.
 - b) Report of Administration Committee of November 20, 2014.
 - c) Report of Education & Recreation Committee of December 4, 2014.
 - d) Report of Human Services Committee – *No meeting, no report.*
 - e) Report of Planning, Development & Transportation Committee of November 24, 2014.
 - i) Report of Land Conservation Subcommittee November 24, 2014.
 - f) Report of Public Safety Committee of December 3, 2014.
10. **Resolutions & Ordinances:**
Budget Adjustments Requiring County Board Approval
 - a) Resolution Approving Budget Adjustments to Various Department Budgets.
Education & Recreation Committee (October 28, 2014 meeting)
 - b) Resolution to Approve Addendum No. 1 to the Jimmy O's Golf Shop, Inc. Lease at the Brown County Golf Course. Motion at Ed & Rec: To approve.
 - c) Resolution to Approve Addendum No. 1 to the Safari Steakhouse Lease at the Brown County Golf Course. Motion at Ed & Rec: To approve.
Education & Recreation and Executive Committee
 - d) Resolution re: Change in Table of Organization for the Museum (Office Manager I & Technician – Research). Motion at Ed & Rec: To approve; Motion at Exec: To approve.
Executive Committee
 - e) Resolution re: Change in Table of Organization for the Human Services Department (Drug Court Coordinator & Social Worker/Case Manager). Motion at Exec: To approve.
Public Safety Committee and Executive Committee
 - f) Resolution re: Change in Table of Organization for the District Attorney's Office (LTE Legal Assistant I). Motion at Public Safety: To approve; Motion at Exec: To approve.
Public Safety Committee
 - g) Resolution Supporting Participation in 2015 County-Tribal Law Enforcement Grant. Motion at Public Safety: To approve.

Closed Sessions

Administration Committee

11. **Open Session:** Discussion and possible action on the Circuit Court Case No. 14-CV-0930, entitled Dan J. Fehrenbatch v. Brown County.
12. **Convene in Closed Session:** To discuss and confer with Corporation Counsel in regards to Circuit Court Case No. 14-CV-0930, entitled Dan J. Fehrenbatch v. Brown County (GetMOR litigation), pursuant to Wis. Stat. § 19.85(1)(g) "any meeting of a governmental body may be convened in closed session for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."
13. **Reconvene in Open Session:** Discussion and possible action on the Circuit Court Case No. 14-CV-0930, entitled Dan J. Fehrenbatch v. Brown County.

Executive Committee

14. Open Session - Discussion, strategy, possible action regarding: contract negotiations with the Non-Supervisory Deputy Sheriff's Labor Contract.
15. Closed Session - Discussion, strategy, possible action regarding: contract negotiations with the Non-Supervisory Deputy Sheriff's Labor Contract. Closed session pursuant to Wis. Stat. § 19.85 (1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and Wis. Stat. §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and Pursuant to Wis. Stat. § 111.70 as allowed for purposes of negotiating and collective bargaining, which authorizes the governmental body to convene in closed session.
16. Reconvene in Open Session - Discussion, strategy, possible action regarding: contract negotiations with the Non-Supervisory Deputy Sheriff's Labor Contract.
17. **Such other matters as authorized by law.**
18. **Bills over \$5,000 for periods ending October 31, 2014 and November 30, 2014.**
19. **Closing Roll Call.**
20. **Adjournment to Wednesday, January 21, 2015 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:



Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

**BROWN COUNTY FIRE INVESTIGATION TASK FORCE
BOARD OF DIRECTORS**

AGENDA

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force will be held on Thursday, December 18, 2014, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

ITEM #1. Adoption of the Agenda.

ITEM #2. Review Minutes of Previous Meeting.

ITEM #3. Report of Monthly Activities of the Fire Investigation Unit.

ITEM #4. Report of the General Membership President.

ITEM #5. Financial Report.

ITEM #6. Old Business.

A. Disposition of case proceedings.

ITEM #7. New Business.

A. Discussion of staff support and responsibilities.

ITEM #8. Report of Juvenile Firesetter Program Coordinator.

ITEM #9. Other Matters.

A. 501(c)(3) documentation and bank account information for safety house.





ITEM #10. Set Date, Time, and Location of Next Meeting.

ITEM #11. Adjourn.

Michael Nieft, Chairperson of the Board
Brown County Fire Investigation Task Force



DECEMBER 2014

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Public Safety 11:00 am	4 Ed & Rec @ SW Branch Library 5:15pm	5	6
7	8 Executive Cmte 5:30 pm 	9	10	11	12	13
14 	15	16 Vets Recognition Subcommittee 5:00 pm Cancelled	17 Board of Supervisors 6:00 pm	18	19	20
21 	22 <i>Land Con Plan Dev & Trans Tentative</i>	23	24 <i>Human Svc Tentative County Board Office Closed</i>	25 <i>Admin Tentative County Board Office Closed</i>	26	27
28 	29	30	31 <i>County Board Office Closed</i>			

BROWN COUNTY COMMITTEE MINUTES

- Fire Investigation Task Force (September 18, 2014)
- Harbor Commission (October 13, 2014)
- Housing Authority (November 17, 2014)
- Planning Commission Board of Directors – Transportation Subcommittee (November 10, 2014 and December 8, 2014 –Draft)
- Veterans Recognition Subcommittee (November 18, 2014)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on September 18, 2014, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Larry Mours, Joe Gabe, Mike Niefert, Brad Muller, David Lasee, Ed Janke, Todd Delain

Excused: Eric Dunning

Item #1. Adoption of Agenda.

Motion was made by Muller and seconded by Delain to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Delain and seconded by Muller to approve the minutes from the last meeting of June 19, 2014. **Motion carried.**

Item #3. Report of Monthly Activities of the Fire Investigation Unit.

Gabe reported that the unit was called out to the following fires since the last meeting:

07-23-14 5861 Van Lanen Rd., New Franken (residential/undetermined)
08-08-14 2222 Deckner Ave., Green Bay (Preble H.S./accidental)
08-24-14 1231 Brosig St., Green Bay (apartment complex/accidental)
08-30-14 322 S. Chestnut St., Green Bay (garage/arson)
08-31-14 1356 Thrush St., Green Bay (garage/accidental)
08-31-14 824 S. Maple Ave., Green Bay (garage/accidental)
09-01-14 460 Baird Creek Rd., Green Bay (pole bldg./undetermined)
09-03-14 3168 S. Ridge Rd., Ashwaubenon (Ridgeway Trailer/undetermined)
There was also a duplex garage fire in Allouez/accidental.

Item #4. Report of General Membership President.

Gabe reported that the arson rig is now in service. Several members helped get it set up. Muller stated that Ledgeview Fire and Tri-County each want to donate \$1,000 towards the rig. It was suggested that they purchase something with the money that is needed for the rig.

Gabe also reported that 18 people are going to the fall IAAI conference. It was brought up that there should be minimum criteria to remain a member on the task force. It was suggested bringing this up at the General Membership meeting tonight and asking the members what they think the minimum criteria should be. It was also noted that the task force is down a few interns and that there are some interested candidates.

Item #5. Financial Report.

Delain reported that there is almost \$15,000 left in this year's budget as of the end of August.

Item #6. Old Business.

A. Disposition of Case Proceedings.

Lasee reported no recent cases.

Item #7. New Business.

Muller noted that registration for IAAI conferences costs an extra \$50 for nonmembers and that Wisconsin IAAI membership costs \$25 per year. It was suggested that the task force pay the IAAI membership dues for all members (investigators and interns) because the task force would save money instead of having to pay the extra amount for nonmembers attending conferences. Motion was made by Janke and seconded by Delain to pay the Wisconsin IAAI membership dues for all task force members. **Motion carried.**

Muller stated that a disposition form for fire investigations needs to be created so that a copy can be kept with the Sheriff's Office to have on hand when anyone inquires about the outcome of an investigation. Muller and Gabe will work on it.

A new 3/4-ton or 1-ton pickup truck is needed to pull the smokehouse, so it was mentioned to keep an eye open for something affordable.

Item #8. Report of Juvenile Firesetter Program Coordinator.

Nieft reported that Green Bay has had three cases since July and that there will be one from Ashwaubenon.

Item #9. Other Matters.

A. 501(c)(3) documentation and bank account information for safety house.

This will be put on the next meeting's agenda.

Item #10. Set Date, Time, and Location of Next Meeting.

The next meeting is set for December 18, 2014, at 9:00 a.m., at the Brown County Sheriff's Office.

FITF Board of Directors
September 18, 2014
Page 3 of 3

Item #11. Adjourn.

Motion made by Delain and seconded by Lasee to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, October 13th, 2014**
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) The meeting was officially called to order by Craig Dickman at 11:38 am.

2) Roll Call:

Present: President Craig Dickman
Commissioner Bryan Hyska
Commissioner Hank Wallace
Commissioner John Hanitz
Commissioner Ron Antonneau (11:39am)

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Mike Vizer, St. Mary's Cement
Jim Haese, LaFarge

Excused: Vice-President Tom Klimek
Commissioner Bernie Erickson

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Bryan Hyska and seconded by John Hanitz.
Unanimously approved.

4) Approval/Modification – September 8, 2014 Meeting Minutes

A motion to approve the minutes of September 8, 2014 was made by Hank Wallace and seconded by Bryan Hyska. Unanimously approved.

5) Renard Island End-Use Infrastructure Development Matrix – Request for Approval

Foth Infrastructure & Environment, LLC has submitted an analysis looking at the Renard Island end-use infrastructure development types. Foth was examined and compared structural category types. Some of the categories included buildings and structures, transportation services, utility services and recreational services. Past and existing permits conditions were evaluated. The analysis will be used by staff to aid prospective users (leasees) in understanding the best types of structures to consider when evaluating potential recreational opportunities for the island.

A motion was made to approve and place the Renard Island End-Use Infrastructure Development Matrix on file was made by Ron Antonneau and seconded by John Hanitz. Unanimously approved.

6) Fox River Environmental Dredging Project – Request for Action

The Fox River Clean-up project has entered the Port area and coordination and cooperation between all parties will be critical to the success of the project and uninterrupted operations of the Port between now and 2017. The Fox River Environmental Dredging Project has entered the Port area causing some conflicts that have been experienced by RGL Holdings, Georgia-Pacific and St. Mary's Cement. The project is being led by the Fox River LLC group, which NCR is the primary responsible partner. Tetra Tech is working on behalf of NCR to fulfill the clean-up obligations. The project is trying to do things very cost effectively such as capping instead of removing the PCB's. In 2009, there was no capping in the record of decision (ROD) for the Green Bay Harbor area. Recent maps indicate the intent to cap many locations outside of the navigational channel in the Green Bay Harbor. Last month, Haen sat down with the Green Bay Area Chamber of Commerce and their Policy and Advisory Group which show great interest in this and willingness to lead or assist in educating Green Bay Harbor property owners. Haen also sat down with the DNR. It is believed, property owners, industry and environmentalists desire to have the PCB removed rather than capped. A suggestion was made to help coordinate an informational meeting with a representative from either the EPA or DNR that knows all of the facts and all the affected parties who have land ownership so they know their property rights. The meeting is planned to be hosted by the Port and Chamber to educate property owners of their rights and strategize how property owners can best interact with one another and with the project. Property owners need to take a long-term view of their current and potential future uses. Once a cap is installed, any future infrastructure (dock, dredging, etc.) costs, permits, etc. is impacted.

A motion was made to suspend the rules to hear from interested parties to speak on the Fox River Environmental Dredging Project was made by Hank Wallace and seconded by Ron Antonneau. Unanimously approved.

Mike Vizer, St. Mary's Cement, commented that if an informational meeting was going to be held, that it is done as soon as possible because Tetra Tech is in communication and setting meetings up with all of the Port Operators trying to get information. Jim Haese, LaFarge, mentioned that they have to move at their expense the SS *Crapo*. Haen understands the project is responsible for cleaning up the river and property owners should not be financially responsible or obligated to

incur any expense. Full disclosure of information and responsibility may not be clearly communicated.

A motion was made to return to regular session by Ron Antonneau and seconded by Hank Wallace. Unanimously approved.

An action to facilitate a meeting in November by Harbor Commission staff and have a letter sent to Terminal Operators regarding the Fox River Environmental Dredging Project was made by Hank Wallace and seconded by Ron Antonneau.

7) Cell Tower Sale Offer – Update

Over the summer, American Tower was interested in paying for a permanent easement of the cell tower. Mark Walter, Brown County Port & Resource Recovery, had tried reaching out to the company several times to learn more about their offer. Within the last month, another letter came in the mail presenting a conditional offer to pay \$30,000 and extend the existing term. Still have no response from American Tower.

A motion was to receive the Cell Tower Sale Offer and place on file was made by Ron Antonneau and seconded by Hank Wallace.

8) Strategic Planning Subcommittee – Update

Two roundtable meetings had taken place. One on September 8th and another on September 16th. These meetings were for the terminal operators to engage and provide input on what issues or topics should be included into the next Strategic Plan for the Port of Green Bay. Three common themes from the conversations included; backhaul solutions, channel and dockside depth, and a lot of discussion about port impacts from the downtown revitalization.

9) Cat Island - Update

The Corps has continued moving forward with the filling of the first island, McKloskey Island. The Corps plans to place about 450,000cy of material in the island.

The Cat Island Advisory Committee had lengthy discussion regarding public access issues with law enforcement. There are now two gates installed and signs along the wave barrier and each end of the legs stating "Warning, Danger. Keep Off". Effective October 2014, a public access policy was put into effect stating that Cat Island is neither a recreational facility nor a public access facility. There will not be an option for tours.

The Corps of Engineers had originally told the department earlier in October that they would not be re-doing Lineville Road this year because they only got one bid. However, their Attorneys told them they have one legitimate bid and to go ahead and award to Bobbies Marine. Once the road is finished the department needs Corps invoice for work performed as part of the 10% cash contribution. Upon receipt, staff will submit the HAP Grant reimbursement request and close out the project.

10) Director's Report – Update

Fish advisory signs are coming free from the DNR and will be posted on the perimeter of Renard Island. The anchors were installed for the fish cribs in September.

American Great Lakes Ports Association is doing a strategic planning effort, Haen will be participating in the exercise and believes there will be some secondary benefits for the exercise with our strategic planning effort.

11) Audit of Bills – Request for Approval

A motion to approve the Bills was made by Bryan Hyska and seconded by Hank Wallace. Unanimously approved.

12) Tonnage Report – Request for Approval

Ship arrivals are up and tonnage is up 12%.

A motion to approve the Tonnage Report was made by Ron Antonneau and seconded by Hank Wallace. Unanimously approved.

13) Such Other Matters as Authorized by Law

No other matters as authorized by Law.

14) Closed Session for easement relating to Renard Island

Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require closed session.

A motion to go into closed session was made by John Hanitz and seconded by Bryan Hyska. A roll call vote followed with the following Board members voting “aye”: Craig Dickman, Bryan Hyska, Hank Wallace, John Hanitz and Ron Antonneau. There were no “nay” votes; the motion was passed. The purpose of the closed session was for easement relating to Renard Island.

A motion was made by John Hanitz and seconded by Ron Antonneau to return to open session. A roll call followed with the following Board members voting “aye”: Craig Dickman, Bryan Hyska, Hank Wallace, John Hanitz and Ron Antonneau. There were no “nay” votes; the motion was passed.

No action was taken in closed session. The Board continued with agenda items in open session.

15)Adjourn

A motion to adjourn was made by Ron Antonneau and seconded by John Hanitz.

Unanimously approved. Meeting adjourned at 1:32 pm.

Craig Dickman, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, November 17, 2014, 3:00 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Tom Diedrick—Chair, Ann Hartman—Vice Chair, Corday Goddard, and Adam DeKeyser

MEMBERS ABSENT: Sup. Andy Nicholson

OTHERS PRESENT: Robyn Hallet, Kim Flom, Matt Roberts, Patrick Leifker, Nicole Tiedt, Yvette Tice, Stephanie Schmutzer, and Sadie DiNatale

APPROVAL OF MINUTES:

1. Approval of the minutes from the October 20, 2014, meeting of the Brown County Housing Authority.

C. Goddard made a motion to approve the minutes from the October 20, 2014, meeting of the Brown County Housing Authority. A. DeKeyser seconded. Motion carried.

COMMUNICATIONS:

None

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applicants
P. Leifker reported that ICS collected 165 preliminary applications for the month of October 2014.
 - B. Unit Count
P. Leifker stated that the unit count was 2,983 for the month of October.
 - C. Housing Assistance Payments Expenses
P. Leifker indicated the HAP expenses were \$1,113,648 for the month of October.
 - D. Housing Quality Standard Inspection Compliance
P. Leifker reported that 219 units passed the first evaluation, 66 passed re-evaluation, 92 failed, and there were 24 no-shows.
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
Y. Tice reported that there were 210 port-out vouchers in the month of October, with an associated HAP expense of \$158,848.

Y. Tice continued the reports, stating that ICS administrative expenses were under-budget by \$5,464. FSS Administrative expenses were under-budget by \$893.
 - F. Family Self-Sufficiency Program (client count, escrow accounts, graduates, new contracts, homeownership)
N. Tiedt reported that there are 72 participating in the FSS program as of October. Level One has 44 participants, Level Two has 16 individuals, Level Three has 10 participants, and Level Four has two participants ready to graduate. There were four new FSS Contracts signed in October. There were no new graduates for the month of October however the Family Self-Sufficiency Graduation Ceremony was held which celebrated nine graduations for the year of 2014.

N. Tiedt then shared a story from a past graduate who was celebrated at the 2014 FSS Graduation Ceremony. This graduate is a married mother of four children who began the program in January 2010, when she was searching for structure in her home. She worked full time while achieving her bachelor's degree in Art from the University of Wisconsin-Green Bay. All of her goals were completed and she graduated taking \$4,084.64 from her FSS escrow account with her. She is still enrolled in the Housing Choice Voucher Program and is participating in the Home Ownership Program as she is looking to purchase a home by the end of this year. She stated in her own words: "This program has really helped me to get a better handle not just financially but also professionally and emotionally. What I learned being a participant will help me as I continue moving up the ladder of hope, something I see as a lifelong process. I truly value the knowledge I have gained because I feel confident in being a good example for my kids and others in my community".

R. Hallet asked if N. Tiedt could provide an explanation as to why an FSS graduate could still remain on the Housing Choice Voucher Program. N. Tiedt explained that someone may graduate from the FSS Program in one of two ways. One way for an individual to graduate is to complete all personal goals, which does not necessarily mean the person must leave the Housing Choice Voucher portion of the program. As the goal of this program is for participants to no longer need assistance, allowing an individual to retain their HCV after graduation ensure that they will be supported while working through the process of achieving home ownership. The other way to graduate is if a participant is able to achieve enough income in their household, and therefore can afford housing on their own. In this instance, this person would no longer need assistance from the Housing Choice Voucher Program so they would graduate automatically.

A. DeKeyser asked if the Program could be used to supplement house payments. N. Tiedt confirmed this stating that with the Home Ownership Program, house payments could be supplemented. This works in that instead of providing assistance for rental assistance, the program would work with the family to provide assistance toward their mortgage. Nevertheless, the family would have to be able to qualify for their mortgage on their own (credit wise). A. DeKeyser then asked, from a banking standpoint, how this would get approved. N. Tiedt stated that unfortunately not all area banks are willing to work with this program. However, certain banks will use the homeownership Housing Assistance Payment that the family is eligible for toward the calculation of their household income.

N. Tiedt continued with her report stating that there are currently 30 escrow accounts open. There are 62 homeowners for the month of October.

G. VASH Reports (active VASH, new VASH)

N. Tiedt reported that there are three new VASH clients for the month of October and 21 total current VASH clients.

R. Hallet asked if the new VASH clients are operating under BCHA vouchers or the old ones, in which N. Tiedt replied that they are operating under the old ones as there are no new locked-in vouchers yet for VASH.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

P. Leifker reported that there were five new investigations assigned; ten previous investigations were closed; and two still remain active; 171 applications were sent in October of which 168 were approved and three were denied.

3. Report on port out data

P. Leifker discussed a current breakdown of the BCHA's port out's by locality. The majority of the port out's that the BCHA is currently being billed for are from Minnesota, Virginia, Washington, Illinois, and Wisconsin (outside of Brown County).

K. Flom asked if it would be possible to see data of other PHA's port out programs. P. Leifker stated that in terms of locality, there would not necessarily be many common patterns but in terms of numbers Green Bay is in the top percentile of port outs per PHA. He stated that he could look into the data as he does not know exact numbers off hand.

A. Hartman asked if the driving force behind the number of port outs that BCHA administers is due to the number of vouchers available. P. Leifker stated that there were a couple of reasons for this phenomenon. The first being that we do have vouchers available and second is that our waiting list is open.

T. Diedrick stated that this information would be great to include in the BCHA's letter to legislatures regarding port out issues observed.

M. Roberts stated that there are some interesting demographics that show high cultural characteristics which accurately reflect some of the assumed issues we are having in Brown County, especially as it relates to Minneapolis, Minnesota.

P. Leifker additionally discussed that it is important to identify the discrepancies between average HAP expenses of port outs between localities. For instance, for port outs to localities outside of Brown County, the average HAP expense is \$752.42 whereas the vouchers that are currently being utilized within Brown County limits, the average HAP expense is \$341.52.

M. Roberts added that if the Authority needs any additional statistics or information to please let ICS know and they will assist with the data collection and compilation of information.

OLD BUSINESS:

4. Discussion and action regarding payback of ICS staff's second furlough.

S. Schmutzer stated that from January to November 2014 there has been \$1,194,565 received via Admin funds. It is estimated that by the end of the year there will be an additional \$110,077 admin funds received totaling \$1,304,642. In the budget prepared for 2014, it was estimated that only \$1,104,840 would be received in admin funds, so the actual funds received were much better than anticipated (at \$199,802 more). To offset Reserve funds, there will be a reduction of \$105,723 making the difference \$94,079. The BCHA portion of HUD Admin is only \$58,500, the second half of furloughs was \$12,900, and the repayment of furlough days taken by ICS was \$11,532.31. This results in \$11,146.69 left over to be added into the Authority's reserve. Therefore, financially there are no financial issues as it relates to paying these funds forward to ICS.

A. DeKeyser made a motion to approve payback of ICS staff's second furlough, seconded by C. Goddard. Motion carried.

NEW BUSINESS:

5. Final approval of ICS's 2015 budget.

Y. Tice stated that there were no changes made to the budget since it was last presented.

R. Hallet stated that at the last meeting, the health insurance was still in question; she asked if this proposed budget ended up being the same. Y. Tice confirmed that it remained the same with a locked in 15.9 percent increase.

A. DeKeyser made a motion to approve ICS's 2015 budget, seconded by A. Hartman. Motion carried.

6. Final approval of BCHA's 2015 budget and Approval of Resolution #14-02 Approving Operating budget.

S. Schmutzer stated that the approval of BCHA's 2015 budget and the approval of Resolution #14-02 go hand in hand. There was a slight change to the budget as proposed legal fees had increased from \$4,000 to \$8,000. Nevertheless, this increase should be offset by additional funding that the Authority will receive by going after people who have committed fraud. The Resolution is to ensure HUD that the Authority has seen the budget and that it has been approved.

C. Goddard made a motion to approve BCHA's 2015 Budget, seconded by A. DeKeyser. Motion carried.

INFORMATIONAL:

7. Update on new VASH vouchers

R. Hallet stated that since the last update on VASH vouchers, she had attended a VASH meeting in Milwaukee with P. Leifker and two additional individuals from ICS who work directly with VASH voucher clients. This meeting clarified some operational questions and aided in the understanding of the program and its procedures for assisting VASH referrals and recipients. P. Leifker stated that they are still waiting on clarification of a few questions from HUD and are working to establish a quarterly meeting to work toward utilizing the VASH vouchers adequately and as efficiently as possible.

C. Goddard inquired whether any of the vouchers were being utilized currently. R. Hallet stated that the clients have all had their briefings and appointments but most are at the point of looking for a unit. P. Leifker stated that there are currently 15 referrals, of which eight are at the point in the process where they have a voucher and are searching for a unit.

R. Hallet stated that one issue discussed at the meeting was that the Authority needs to make sure areas of the Administrative Plan are updated, in which R. Hallet assured that she is currently working on. This is not so much for the VASH Vouchers but for the Project Based Vouchers. The approval of the updated Administrative Plan will be brought forward to be presented to the Authority at a future meeting.

R. Hallet additionally discussed that the VASH voucher recipients are currently port ins from Appleton and Racine. Therefore, a question had been posed to HUD whether the BCHA is required to absorb those or if it may move forward with issuing vouchers to individuals who are new to the program. This issue has been forwarded to John Finger of HUD who is looking into it; he will let the Authority know at his earliest convenience. However, as Veterans are already being leased up, this issue cannot wait for J. Finger to reply. In the meantime inquiry will be sent to HUD to determine if the Authority needs to absorb the remainder of the VASH vouchers.

A. Hartman asked how long the Authority has had the VASH Vouchers from Appleton. R. Hallet stated that it has been since 2010. A. Hartman then asked why they were not living in Appleton. R. Hallet replied that these are Veterans who live in Brown County and who were recommended by the VA to have a VASH Voucher; but because Brown County, at the time, did not have their own VASH vouchers and Appleton and Racine had some not being utilized, Brown County residents were allocated them. The Brown County VASH voucher recipients are considered port ins because their paper work was the same as would be required for port ins, but they are and have been residents of Brown County. A. Hartman followed up with a question regarding whether their vouchers will be the same value as Brown County's new vouchers. R. Hallet stated that values will be dependent upon the housing unit found by the Veteran; as far as calculating how much assistance a Veteran would receive, that remains the same as the general program.

8. Letter to legislatures regarding port out concern

T. Diedrick stated that the current state of the letter to legislatures regarding portability of vouchers is nothing more than a draft. The second paragraph provides some history about the program and

there are some pieces in the letter that requires accurate data, which are highlighted for easy reference.

R. Hallet stated a few suggestions for the letter regarding grammar and rewording. The addition of the fact that port ins often result in Brown County paying more per unit for port out vouchers than locally retained vouchers was also recommended. R. Hallet expressed that statistics would drive the point home further. In the second to last paragraph, some terminology changes would be needed. In the last paragraph, another suggestion is to state that the portability policy is a statutory requirement thus HUD does not have the means to make this policy change but rather it must be changed by Congress.

C. Goddard stated that it is also important to specifically and directly state what the Authority would like to see happen. T. Diedrick stated that the last paragraph gets at what the BCHA would like to see happen by recommending some solutions. A. Hartman stated that in regards to the Authority's recommendation of requiring vouchers to be absorbed after a period of time, she believes a year is too long. T. Diedrick stated that this time frame may be more acceptable to the politicians.

A. Hartman asked if once a voucher is absorbed, if it comes back to Brown County. R. Hallet confirmed and stated that the receiving PHA can only absorb if they have vouchers available to give. A. Hartman stated that if a receiving PHA's wait lists are closed and they will not have any openings for several years, the voucher recipient should not be able to move to the receiving PHA's jurisdictions if they could not be absorbed within one year. The receiving PHA should know how many port ins they receive from Brown County and decline port ins if they do not have the money to absorb port ins.

M. Roberts stated that it is not that receiving PHAs do not have any vouchers, but rather that they have closed their waiting lists so as not to add more applicants to already long waiting lists. Every PHA selects people from their waiting list once a voucher opens up through natural attrition. There should be a requirement that instead of going to the waiting list, port ins could jump ahead of the line to be absorbed. A. Hartman asked if that is fair to the residents of the receiving PHA that are on the waiting list to allow a port in from another locality to receive service before them. R. Hallet stated that the person on the waiting list doesn't have a voucher whereas the individual wishing to port in would have a voucher; therefore this would give preference to the individual already in the program. A. DeKeyser stated, that in the same situation, if Brown County were ever in that position, the BCHA would have to accept someone who was previously not a Brown County resident and give them assistance with their voucher as opposed to someone on BCHA's waiting list. S. Schmutzer then added to the discussion stating that if the port in was able to jump ahead of the waiting list, there would be nothing to stop other individuals from moving to Brown County, getting a voucher, and then moving back to their original location with the understanding that they will be placed on the top of the waiting list. This would create a huge cycle that would not solve any problems.

S. Schmutzer also stated that this is a federally funded program so HUD is not looking at it as this state versus that state; they are looking at the program as the United States. HUD is not looking to help a specific county's people but all citizens in this country. A. Hartman then stated she would opt for the 110 percent cap.

C. Goddard asked what the requirement for residency is. R. Hallet stated that HUD does not allow PHAs to set a time limit for residency; PHA's can establish residency by documentation but not by time. A. Hartman asked how long the documentation process is, generally. P. Leifker stated that there are different forms of documentation that are acceptable. Documentation must include a photo ID with residency and two pieces of mail with correlated residency which could be heating bill, a lease, school records, doctor records, bank statements, etc. The time frame for receiving these documentations varies.

K. Flom asked if there is data that shows how much time it takes a voucher recipient to port out of Brown County once they have obtained a voucher. Flom stated that this data would be strong

information to add to this case. P. Leifker stated that there is a voluntary survey with port out data that he could compile for the letter. T. Diedrick stated that the chart of port outs by locality would be important to add to the letter.

R. Hallet stated that if it weren't for the lost funding due to porting out, this issue would not be of such high concern. If the receiving PHA would absorb the port outs this issue would not be so impactful, therefore, the financial burden must be laid out in the letter. A. DeKeyser asked whether the Authority should consider pursuing getting more money from HUD to offset the financial burden from porting out (for instance, getting reimbursed for lost funds as opposed to capping funds). R. Hallet pointed out that set asides serve this purpose, but S. Schmutzer stated that because of prorated funding from HUD, money set aside to offset port outs can be very minimal. T. Diedrick also mentioned that HUD and other federal dollars are experiencing significant cuts so asking for additional funds may not be a useful solution.

A. DeKeyser stated that the argument to make would be to house as many people as possible by keeping BCHA's vouchers in Brown County as housing costs are lower here.

T. Diedrick stated that going forward, R. Hallet's changes to the letters should be made and the recommended solutions should be reordered in the letter. Keeping the one year time limit is important, to ensure that the voucher recipient can be successful in their move (establishing a place to live, finding a job, etc.). After the one year, the BCHA voucher would not be viable any longer unless residency was regained in Brown County.

R. Hallet stated the letter should reference the portability section of the regulations. P. Leifker stated that he would be able to find the reference number of the portability section.

A. Hartman asked if other PHA's would be affected by this same issue. P. Leifker stated that other smaller PHA's have the same issue. R. Hallet stated that she would mention this issue to other PHA's at the upcoming WAHA meeting. A. Hartman acknowledged that the more PHA's that are mentioned in this letter that are affected by the issue, the stronger our case becomes. T. Diedrick stated that the BCHA should encourage other PHA's to write their own letters to State legislatures as this would be stronger than having a bunch of signatures in one letter. R. Hallet stated she would share this idea through WAHA.

T. Diedrick then asked who should sign this letter. A. Hartman stated that the Authority and staff should sign the letter. K. Flom stated it would be very strong if the letter were signed from the Authority as opposed to staff. K. Flom also wished to run this by the City Attorney's office to see the legality of staff being able to lobby. R. Hallet stated that WAHA makes a clear distinction between lobbying and educating legislatures. Educating legislatures is allowed and is very important but lobbying via staff resources is not permitted.

R. Hallet stated this may not require formal approval. Authority members could just come in to sign it upon informal approval of the letter via email.

The statistical corrections and changes to the letter that are required will be completed by R. Hallet.

BILLS:

S. Schmutzer stated she had received the billing from the City for August and September's wages and benefits. Also included in the bills is the 2012 and 2013 interest that BCHA received on HAP funds for housing assistant payment funds. These are supposed to be completed two months after the close of the year and repaid to HUD.

A. Hartman made a motion to approve the bills for the month of October 2014. A. DeKeyser seconded the motion. Motion carried

FINANCIAL REPORT:

S. Schmutzer stated that draft copies of the financial report have been seen by the Authority previously and not much has been changed, aside from some date and aesthetic changes; no numbers have been altered. Additionally, a letter was received in October from HUD informing the BCHA that they would receive \$2,350,000 for the next HAP funding payment. These monies were expected to come in sometime in November but they have not as of yet. It is expected that this money will come in with BCHA's regular set aside funding in December. The correspondence regarding this additional money has not come with much information, which is of slight concern.

STAFF REPORT:

9. Date of next meeting: December 15, 2014 (cancellation is possible) or January 19, 2015

R. Hallet stated that if it is possible, we will cancel the December meeting, but it is too early to know for sure.

10. Date of Joint BCHA/ICS Board meeting: tentatively February 16, 2015

M. Roberts stated that he has contacted the ICS board regarding the joint BCHA/ICS meeting and this date, which is the regularly scheduled February BCHA meeting, will work.

A. DeKeyser made a motion to adjourn, seconded by C. Goddard. Motion carried. Meeting adjourned at 4:12 pm.

sd:rah:jd

MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, November 10, 2014
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo		Patty Kiewiz	<u>X</u>
Bill Balke (Vice-Chair)	<u>X</u>	Tom Klimek	<u> </u>
Craig Berndt	<u>X</u>	Randy Loberger	<u> </u>
Geoff Farr	<u>X</u>	Doug Martin (Chair)	<u>X</u>
Mike Finn	<u> </u>	Tom Miller	<u> </u>
Paul Fontecchio	<u>X</u>	Rebecca Nyberg	<u>X</u>
Steve Grenier	<u>X</u>	Eric Rakers	<u>X</u>
Ed Kazik	<u>X</u>	Derek Weyer*	<u>X</u>

(Non-voting)

Dwight McComb (FHWA – Madison)	<u>Exc</u>
Philip Gritzmacher (WisDOT – Madison)	<u>X</u>
Chris Bertch (FTA Region 5)	<u> </u>

Others Present: *Sandra Carpenter for Derek Weyer, Lisa Conard, and Cole Runge.

D. Martin opened the meeting at 10:00 a.m.

ORDER OF BUSINESS:

1. Approval of the September 15, 2014, Transportation Subcommittee meeting minutes.

A motion was made by P. Fontecchio, seconded by S. Grenier, to approve the September 15, 2014, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding the reallocation of Surface Transportation Program (STP) funds that were approved for Greene Avenue in the Village of Allouez.

C. Runge distributed a staff report detailing two reallocation options. He noted that \$774,850 in STP funds are available as a result of the Village of Allouez deciding to not use STP funds for the Greene Avenue reconstruction project.

C. Runge stated that the first option would utilize the Greene Avenue STP funds to elevate projects in the MPO's approved program of projects to the STP maximum of 80% of total project costs. He stated that the three approved projects that are well below the 80% funding maximum are the Pilgrim Way, CTH EA (S. Huron Road), and Cormier Road projects. If these projects are elevated to the 80% funding maximum, the remaining STP funds (slightly more than \$126,000) could be used to fund the Forward Service Corporation's Mobility Manager Position in 2015. C. Runge noted that using available STP funds to elevate projects to the 80% STP funding maximum is consistent with past practice.

C. Runge stated that the second option would utilize the Greene Avenue STP funds to fund one or more projects on the 2015-2019 Transportation Improvement Program's (TIP's) prioritization list. To qualify for this funding, a project must be scheduled to occur within the same funding cycle as Greene Avenue (2013-2018), and the STP funds must cover between 50% and 80% of

the project's total cost. He then summarized the projects on the list that satisfy these two conditions.

After presenting these options, C. Runge stated that the subcommittee is invited to choose one of these two options or to develop its own option to recommend to the BCPC Board of Directors. He stated that there are many other possible options that can be developed, and he suggested that one of these other options could be elevating the three approved projects to the 80% maximum (as proposed in Option 1) and using the balance to fund one project on the 2015-2019 TIP prioritization list (as proposed in Option 2).

Members of the committee agreed that funding projects at or as close as possible to 80% is desirable.

S. Carpenter stated that she has had discussions with WisDOT Central Office staff regarding the possibility of allocating STP funds to a project scheduled for 2015. WisDOT Central Office staff has not yet determined if the 2015 statewide program can accommodate another 2015 project, and this determination will not likely be made until the week of November 17.

C. Runge stated that Green Bay Metro is requesting STP funds for four buses in 2019. It may be possible to move one or two of these buses into the 2013-2018 program.

E. Rakers asked if the average age of Metro's bus fleet is adequate or if the new buses are necessary to elevate the fleet's average age to an acceptable level.

P. Kiewiz stated that she has buses that were built in 2003 that have exceeded their useful lives in terms of mileage and/or age. Many of these buses are showing signs of age and need high-cost maintenance. In some cases, the bus frames have cracked. Once a frame cracks, the bus can no longer be used by Metro.

L. Conard noted that although the average age of the bus fleet is within an acceptable range at the moment, it should be noted that several 1995 and 1998 models have been retired in the last couple of years without replacement. This has artificially lowered the age of the fleet. Metro is looking to replace buses that have already been disposed of.

Discussion occurred regarding the program of projects. Many subcommittee members agreed that making the approved STP projects as close to whole (80%) as possible makes sense.

Discussion occurred regarding eligible projects, the required STP-U amount needed to fund a project at a minimum of 50%, and project schedules.

A motion was made by S. Grenier, seconded by P. Fontecchio, to make a recommendation to the BCPC Board of Directors regarding the reallocation of STP funds to allow the Pilgrim Way, CTH EA (S. Huron Road), and Cormier Road projects to be funded as close to 80% as possible while allowing the Helena Street project (Seventh Street to Suburban Drive) to receive the STP minimum of 50% of the cost. Motion carried.

S. Carpenter stated that the WisDOT statewide program can accommodate the Helena Street project because it is scheduled for 2018.

3. Discussion regarding proposed revisions to the Green Bay MPO's Surface Transportation Program (STP) Project Prioritization Criteria.

C. Runge presented a summary of how projects submitted during the current STP solicitation period would score using the proposed project prioritization criteria that were discussed at the September 15, 2014, Transportation Subcommittee meeting. Because information was not provided in the project applications for three of the proposed criteria, the scores do not include points for these criteria. This scoring summary was requested by the Transportation Subcommittee at the September 15 meeting.

P. Fontecchio distributed and summarized STP project prioritization criteria that he developed for discussion at the meeting. He stated that he would like the new project prioritization criteria

to reflect the importance of roads and that the total number of points available for projects should be more than what is proposed by BCPC/MPO staff.

G. Farr stated that he would like roads that are in the worst condition to receive the most points under the revised Roadway Surface Condition criterion. He also asked staff to summarize the point values associated with the BCPC/MPO staff's proposed project prioritization criteria.

C. Runge summarized the BCPC/MPO staff's proposed criteria, the point values associated with the proposed criteria, and the point values associated with the MPO's current project prioritization criteria.

G. Farr asked how the BCPC/MPO staff's proposed project prioritization criteria compare to the project prioritization criteria used by other MPOs.

C. Runge stated that he reviewed the criteria used by MPOs in Wisconsin and in other parts of the country before he prepared the BCPC/MPO staff proposal, and he found that there are many different qualitative and quantitative factors used to prioritize projects. However, every MPO uses factors that reward project sponsors for including appropriate bicycle and pedestrian facilities in their road projects.

E. Rakers stated that this is the *Transportation* Subcommittee, so it is important that all forms of transportation be addressed by the STP project prioritization criteria. He stated that P. Fontecchio's proposed criteria focus on only one aspect of the transportation system and that we get more value from projects that accommodate many forms of transportation.

P. Fontecchio stated that it will be difficult to avoid adding travel lanes to some streets and highways, and he cited Lineville Road (CTH M) in Howard and Suamico as an example of a county highway that will likely have to be expanded to four lanes with a center turning lane in the near future. He stated that street and highway expansion projects will not receive as many points as non-expansion projects under the Congestion Reduction and System Preservation criterion proposed by BCPC/MPO staff.

C. Runge stated that expansion projects can receive points under this proposed criterion if they improve a street's or highway's Level of Service (LOS). However, this criterion is designed to provide more points to projects that improve a street's or highway's LOS without increasing the number of driving (non-turning) lanes. He stated that methods of doing this include implementing efficient traffic control techniques at intersections, reducing the number of driveways, and eliminating parking.

D. Martin stated that he would like the total number of points available for projects to be more than what is proposed by BCPC/MPO staff.

C. Runge stated that because there has been a lot of discussion about potential criteria and the point values associated with these criteria over the last two meetings, perhaps staff and the subcommittee members should instead focus on developing the prioritization criteria before assigning point values to the criteria. This approach will allow staff and the subcommittee to identify what they believe to be important components of projects without having to be concerned about the relative values of the components.

The subcommittee members agreed with this approach.

P. Fontecchio asked if there is a deadline for developing and approving the revised project prioritization criteria.

C. Runge stated that staff would like to have the revised project prioritization criteria approved by the BCPC Board of Directors by May or June of 2015. This will allow staff to use the revised criteria to review and rank projects that are submitted for inclusion in the 2016-2020 TIP.

R. Nyberg suggested scheduling regular Transportation Subcommittee meetings over the next few months to encourage everyone to continue working on this process.

The subcommittee members agreed with this suggestion.

C. Runge suggested scheduling the next Transportation Subcommittee meeting for December 8, 2014. He also asked the subcommittee members to submit their project prioritization criteria recommendations to him before November 26, 2014. C. Runge stated that he will compile the criteria recommendations and send them to the subcommittee members prior to the December 8 meeting.

The subcommittee members agreed that the next meeting will be at 10:00 a.m. on Monday, December 8, 2014, at the Green Bay Metro Transportation Center.

4. Recommendation to the BCPC Board of Directors regarding revisions to the Green Bay Urbanized Area's Highway and Street Functional Classification System.

C. Runge stated that the Transportation Subcommittee received maps that show the current functional classification system and the WisDOT-recommended revisions to the system in September. He stated that a few subcommittee members submitted comments about the WisDOT revisions, and the comments staff received supported the revisions. Based on the comments received from the subcommittee members, staff is asking the subcommittee to formally recommend approval of the revised functional classification system to the BCPC Board of Directors.

G. Farr asked why many of the streets on the UWGB campus are shown as urban collectors on the WisDOT map.

C. Runge stated that WisDOT Central Office staff recently created subcategories for minor arterials, collectors, and local streets. The UWGB streets are considered to be collectors that are not eligible for STP funds. The collectors on the map that are not eligible for STP funds are identified with thin orange lines, and the STP-eligible collectors are identified with orange lines that are slightly thicker.

G. Farr stated that it is not possible to tell the two types of collectors apart on the map, and he asked if the non-eligible collectors can be identified with a different color.

C. Runge agreed that the map is confusing because the line thicknesses are similar and the colors are identical. He stated that he asked WisDOT Central Office staff if a different color can be used to identify the non-eligible collectors, and he was told no.

A motion was made by E. Rakers, seconded by S. Grenier, to recommend approval of the revised Green Bay Urbanized Area Highway and Street Functional Classification System to the BCPC Board of Directors. Motion carried.

5. Any other matters.

P. Fontecchio stated that some Transportation Subcommittee members never attend the meetings. He asked if these members can be contacted to find out if they intend to attend the meetings in the future. If they do not intend to attend the meetings, perhaps their organizations can appoint representatives who will attend the meetings.

C. Runge stated that staff will contact these organizations to find out if they intend to have representatives attend the meetings in the future.

6. Adjourn.

A motion was made by S. Grenier, seconded by P. Kiewiz, to adjourn. Motion carried.

The meeting adjourned at 11:40 a.m.

(DRAFT) MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, December 8, 2014
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo	<u> </u>	Patty Kiewiz	<u> x </u>
Bill Balke (Vice-Chair)	<u> </u>	Tom Klimek	<u> </u>
Craig Berndt	<u> x </u>	Randy Loberger	<u> </u>
Geoff Farr	<u> </u>	Doug Martin (Chair)	<u> x </u>
Mike Finn	<u> </u>	Tom Miller	<u> </u>
Paul Fontecchio	<u> x </u>	Rebecca Nyberg	<u> x </u>
Steve Grenier	<u> x </u>	Eric Rakers	<u> x </u>
Ed Kazik	<u> x </u>	Derek Weyer	<u> x </u>

(Non-voting)

Dwight McComb (FHWA – Madison)	<u> </u>
Philip Gritzmacher (WisDOT – Madison)	<u> x </u>
Chris Bertch (FTA Region 5)	<u> </u>

Others Present: Lisa Conard, and Cole Runge.

D. Martin opened the meeting at 10:00 a.m.

ORDER OF BUSINESS:

1. Approval of the November 10, 2014, Transportation Subcommittee meeting minutes.

A motion was made by S. Grenier, seconded by E. Kazik, to approve the November 10, 2014, Transportation Subcommittee meeting minutes. Motion carried.

2. Discussion regarding proposed revisions to the Green Bay MPO's Surface Transportation Program (STP) Project Prioritization Criteria.

C. Runge distributed a report that lists the proposed criteria that were submitted by P. Fontecchio (Brown County Public Works Department) after the November 10 Transportation Subcommittee meeting. The report distributed by C. Runge also lists the criteria proposed by MPO staff at previous meetings, and it identifies the 2045 MPO Long-Range Transportation Plan (LRTP) goals and objectives upon which the MPO staff criteria are based. The 2045 LRTP goals and objectives were endorsed by the BCPC Transportation Subcommittee at a previous meeting. C. Runge then asked the subcommittee members how they would like to proceed with the discussion.

The subcommittee members agreed that all of the revised project prioritization criteria should have a relationship to the 2045 LRTP's goals and objectives. Subcommittee members also asked MPO staff how they envision the criteria development process proceeding.

C. Runge stated that staff would like to establish a viable set of criteria at today's meeting and begin discussing each criterion's point value at the next meeting.

C. Berndt suggested the following five general project evaluation categories:

1. Structural improvement
2. Regional significance including traffic volume
3. Consistency with adopted plans
4. Congestion reduction and system preservation
5. Number of years in the Transportation Improvement Program (TIP)

E. Rakers provided the members with a comparison of the scoring weights of the criteria proposed by MPO staff and Brown County Public Works Department staff. E. Rakers also provided copies of the scoring criteria used by the Boston, Tri-Cities (Virginia), and Erie (Pennsylvania) MPOs. E. Rakers summarized these criteria for the subcommittee.

D. Martin thanked E. Rakers for providing the subcommittee with the packet and information.

Discussion occurred regarding possible criteria. During the discussion, the subcommittee members agreed that the Erie MPO's project selection criteria should be used to guide the development of the Green Bay MPO's revised criteria. Following the discussion, the subcommittee directed MPO staff to fine-tune the following criteria to fit the needs of the Green Bay Urbanized Area:

1. Multimodal Transportation Safety

- 1.1 Motorized Crashes
- 1.2 Non-Motorized Crashes
- 1.3 Highway/Street Rail Crossing
- 1.4 School Activity
- 1.5 Emergency Response
- 1.6 Safety Improvements

2. Multimodal Transportation Planning and Improvement

- 2.1 Pedestrian
- 2.2 Bicycle
- 2.3 Public Transportation
- 2.4 Rail Service
- 2.5 Air Travel
- 2.6 Waterborne Transportation

3. Transportation System Sustainability and Livability

- 3.1 Environmental Justice (EJ) Area
- 3.2 Recreational Opportunity
- 3.3 Local Planning
- 3.4 Smart Transportation
- 3.5 Economic Benefit
- 3.6 Years in TIP

4. System Improvements and Efficiencies

- 4.1 Annual Average Daily Traffic (AADT)
- 4.2 Route Significance
- 4.3 Maintenance Scope
- 4.4 Level of Service (LOS)
- 4.5 Existing Deficiency

Discussion occurred regarding a point system for the revised criteria. The subcommittee suggested that a system based on 100 possible points would work well. The subcommittee directed MPO staff to include point ranges in the criteria table for discussion at the next meeting.

C. Runge stated that he will develop a table that summarizes the fine-tuned criteria and presents possible point ranges. This table will be sent to the subcommittee prior to the next meeting.

3. Any other matters.

The next Transportation Subcommittee meeting is scheduled for:

10:00 a.m.
Monday, January 26, 2015
Green Bay Transit Commission Room
Green Bay Transportation Center
901 University Avenue
Green Bay, WI 54302

4. Adjourn.

A motion was made by S. Grenier, seconded by P. Kiewiz, to adjourn. Motion carried.

The meeting adjourned at 11:30 a.m.

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, November 18, 2014 at 5:00 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Erickson, Rosemary Desisles, Duane Pierce, Jim Haskins, Jerry Polus, Joe Witkowski, Ed Koslowski, Sherry Steenbock

EXCUSED: Tracy Rosinski, Delores Pierce

****Running Total of Veterans' Certificates: 1676**

1. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 5:00 p.m.

2. Invocation.

3. Approve/Modify Agenda.

Chair Erickson amended the agenda to add an Item following Item 4.

**Motion made by Jim Haskins, seconded by Rosemary Desisles to approve as amended. Vote taken.
MOTION CARRIED UNANIMOUSLY**

4. Approve or Modify Minutes of October 21, 2014.

Duane Pierce noted that the name of the band referenced in his report is Bent Grass, not Bentwood.

Motion made by Duane Pierce, seconded by Rosemary Desisles to approve as modified. Vote taken. MOTION CARRIED UNANIMOUSLY

- 4a. Chair Erickson read a resignation letter from Sherry Steenbock. Steenbock has decided to leave the Subcommittee for family reasons but offered her assistance in helping somebody take over her roles on the Subcommittee. Her resignation was accepted and Steenbock was presented with a commendation plaque thanking her for the work she has done for the Subcommittee.

5. Possible discussion/review regarding Veterans Appreciation Day at the Brown County Fair in preparation for 2015.

CVSO Jerry Polus indicated that he had made contact with the Air Force Band. He was advised that there has been a change in the operations manager and he is waiting to hear back from the new operations manager. Polus noted that there was an outside possibility that the Air Force Band may be available to perform at the Fair event in 2015. The Subcommittee agreed that Polus should ask for a commitment by the band and Polus will keep the Subcommittee advised in this regard.

Rosemary Desisles asked if anyone had contacted the City of Green regarding use or rental of their show mobile stage for the Fair. Erickson indicated that he will follow up with the City on this.

6. Discussion re: Veterans Day.

Jim Haskins stated that this year there were 148 prizes to give away which was more than last year. He noted that they had a very orderly system due to the addition of some signs

made by Ed Koslowski and this worked out very well. Haskins continued that Bear from Y100 did the ceremony and Channel 2 was also there. Haskins thought the event was very well run. He also noted that he had lunch at Texas Roadhouse on Veterans Day and he spoke with the manager who indicated that if the Subcommittee ever needed prizes for anything, to give him a call as he is a supporter of Veterans. Haskins also went to the Pearly Gates on Veterans Day and commented on a beer he tried, Veterans Beer, which is made at a brewery that employs only veterans. Haskins also got a free car wash and signed a banner for veterans at PDQ. He also noted that Golden Coral has served over 4.1 million meals to veterans as well as making very large donations to veterans' organizations. Haskins continued that he was disappointed to see that the newspapers did not print the list of companies and businesses that had donated prizes for Veterans Day. He also commented on an article he had seen with regard to the Veterans Day activities at the Yacht Club.

Joe Witkowski reported that he and his wife went to Chili's on Veterans Day and he enjoyed a free meal which was very good. He also noted that he works as a driver for the Lutheran nursing home on Pilgrim Way and the day before Veterans Day he walked into the Chapel at the nursing home and they were having a veterans ceremony that morning. There were 60 veterans, many in uniform, taking part in the ceremony which was followed by lunch which was put on by Tracy Rosinski and Heartland Hospice. Polus indicated that he was a speaker at that event and it was very nice.

Sherry Steenbock indicated that 25 new certificates are being sent out this month, most of which are as a result of veterans signing up at the Veterans Day event at the VFW. Steenbock thanked the Subcommittee members who were on hand at the event to help out and she also thanked Joe Witkowski and Ed Koslowski for taking some of the work off her hands by volunteering to call some of the contacts on her list for donations and offers. She noted that this year they had 56 offers made by businesses as compared to 45 last year. She noted that there were several more that responded too late to be included. The total value of gift cards that were given out was \$1,500, plus they gave out the 148 prizes as Haskins stated earlier. There were five prizes left over that can be given out at the Fair in 2015. Steenbock reported that the traffic flow of the event seemed to be better, mainly due to the additional signage. She said it was heartwarming as to how many thank yous she received from veterans.

Koslowski reported that he saw John Maino at the VFW following the ceremony and Maino was apologizing to people for not being able to do the ceremony and indicated that he will not miss it again in the future. Steenbock stated that according to Dave Berndt, Maino had been approached to do this year's event but Maino stated that for contractual reasons he was not able to do the event.

7. **Report from Committee Members Present (Erickson, Desisles, Haskins, Koslowski, Maino, Pierce, Steenbock, Rosinski & Witkowski).**

-Erickson did not have anything to report.

-Desisles reported on the fundraiser that will be held on December 13 from 12:00 pm – 5:00 pm for the Army v. Navy game sponsored by the Navy League. The proceeds of the event will be given to a veterans group as well as to the STEM program in schools. The Navy League is looking for donations for raffle items and there will also be a 50 – 50 raffle. There will be a cash bar and free pizza at halftime.

Desisles also stated that she would be happy to take on some of Sherry Steenbock's responsibilities. Steenbock thanked Desisles and strongly suggested that she recruit some help to assist her as the Veterans Day phone calls are a big job because of all of the details and documentation involved. Haskins proposed to spread Steenbock's responsibilities out evenly over the Subcommittee.

-Haskins stated that he had recently seen former Subcommittee member John Walschinski on TV promoting the veterans memorial in Howard. Haskins continued by reading a poem

he had written to the Subcommittee. The poem is entitled, "All Gave Some, Some Gave All". It was suggested that a copy of the poem be framed and hung in the meeting room as well as copies made for the Subcommittee members.

-Koslowski presented Jerry Polus with a \$100 check on behalf of Post 57 to be used towards the convention. Koslowski also indicated that he had been approached by Ken Corry who is a desert vet and very active with regard to veterans issues about becoming a member of this Subcommittee. Koslowski felt that Corry would be a good addition to this group. Erickson suggested that Koslowski invite Corry to attend the next meeting to see if he has an interest in joining.

-Duane Pierce wished a Happy Thanksgiving to all. He continued that Pearly Gates will hold their annual LZ Christmas get together on December 15 beginning at 5:00 p.m. but Pierce recommended that people get there early. The event will include raffles and good deals on food and everyone is welcome. Pierce concluded by saying that he took a final ride of the season in October and he ended up in Chilton at the Veterans Memorial. He indicated that the memorial is very, very nice and it would be worth the trip to go see it.

-Witkowski reported that today was his birthday and he was 84 years old.

8. Report from CVSO Jerry Polus.

CVSO Jerry Polus reported on the Purple Heart Pass program. He indicated that a news conference had been held recently to kick the program off and several Purple Heart recipients were given their passes. Polus has had about 20 veterans contact him so far to get a pass and he has also been contacted by the Railroad Museum and Heritage Hill, both of whom indicated that they would like to be included in the program. Polus expected the program to continue to expand and he explained the application process to the Subcommittee and indicated that he has been made aware that other counties are looking for venues to offer as well. Erickson suggested that information be included on the passes indicating where vets can go for information as to the most-recently added venues. Polus thought that was a good suggestion and indicated that he would pass it along to Milwaukee County.

Koslowski asked if there will be a link on the Veterans' website to get to the Purple Pass program and Polus indicated that there would be.

9. Comments from Carl Soderburg.

Carl Soderburg was unable to attend the meeting and therefore there was no report.

10. Such Other Matters as Authorized By Law. None.

11. Adjourn.

Motion made by Jim Haskins, seconded by Sherry Steenbock to adjourn at 5:40 p.m. Vote taken.
MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary